

CONFIDENTIAL

QUESTION FOR DIRECTOR OF ADMINISTRATION

1. I would like to get some gross statistics and date⁷ on our people:

- a. Total number.
- b. Total number by pay grade.
- c. Total number in Washington.
- d. Total number elsewhere in the United States.
- e. Total number overseas.

2. For our career employees, what is the normal retirement procedure?

- a. Length of service and qualifications for retirement.
- b. How many retired CIA employees are presently re-employed?
- c. How many of those re-employed are employed as full-time consultants?
- d. As part-time consultants?

Enclosure (2)

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QUESTION 1 - STATISTICS AND PERSONNEL DATA

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CENTRAL INTELLIGENCE AGENCY

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INTELLIGENCE COMMUNITY STAFF

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QUESTION 2 AND 2a
NORMAL RETIREMENT PROCEDURES AND QUALIFICATIONS

QUESTION 2 AND 2a - NORMAL RETIREMENT PROCEDURES AND QUALIFICATIONS

Most career employees are covered by the Civil Service Retirement Act, the Government-wide retirement system. A smaller number are entitled to the benefits of the CIA Retirement and Disability System (CIARDS), which provides a slightly higher annuity.

1. Civil Service Retirement System

a. The Agency encourages employees to retire upon reaching age 60; Agency policy requires retirement at age 65.

b. To assist employees in preparing for retirement, the Agency has a comprehensive pre-retirement counseling program which includes counseling sessions years in advance of the date of retirement, retirement seminars and the like.

c. Eligibility for Retirement - Optional (Voluntary):

(1) age 55 and 30 years creditable service, including five years of civilian service; or

(2) age 60 and 20 years of creditable service, including five years of civilian service; or

(3) age 62 and five years of civilian service.

(4) Additionally, the individual must have been employed under the retirement system for at least one year within the two-year period immediately preceding the separation on which the annuity is based.

d. Eligibility for Retirement - Discontinued Service (Involuntary);

(1) age 50 and 20 years of creditable service, including five years of civilian service; or

(2) regardless of age, completion of 25 years of creditable service, including five years of civilian service.

(3) Annuity is reduced by two percent for each year the individual is under age 55.

(4) Additionally, the one-out-of-two years of service requirement applies.

e. Eligibility for Retirement - Disability:

- (1) upon completion of at least five years of civilian service;
- (2) while subject to the Civil Service Retirement System have become totally disabled for useful and efficient service in the position occupied or any other position of the same grade or class.
- (3) the disease or injury which caused the disability must not be the result of vicious habits, intemperance, or willful misconduct on the employee's part within the five-year period immediately prior to becoming disabled.
- (4) No reduction in annuity for years under age 55.
- (5) Additionally, the eligibility requirement involving the one-out-of two year rule does not apply to disability applicants.

2. CIA Retirement and Disability System:

a. To benefit from this preferential retirement system, employees must have at least 60 months of qualifying service defined as performance of duty as an Agency employee:

- (1) when assigned either PCS or TDY to any place outside the 50 United States and the District of Columbia; or
- (2) which requires a substantial risk to the life or health of the employee; or
- (3) which requires the continued practice of tradecraft under conditions of most stringent security for the purpose of maintaining personal cover in support of Agency activities; or
- (4) which, when retirement is imminent, is adjudged to have been so sensitive or so specialized that security requirements forbid disclosure of this duty and that, as a result, it is unlikely the employee will be able to obtain employment for which he is otherwise qualified.

b. A Retirement Board of senior Agency personnel reviews requests submitted by Agency employees for admission to the System based on service performed domestically to ensure strict adherence to the above criteria.

c. Eligibility for Retirement - Mandatory:

(1) Participants below grade GS-18 are required by law to retire upon reaching age 60.

(2) Participants grade GS-18 and above are also encouraged to retire at age 60 but are required by law to retire upon reaching age 65.

d. Eligibility for Retirement - Voluntary:

Any participant who is at least age 50 and who has 20 years of Federal service, 10 years of Agency service, and 60 months of qualifying service may, with the consent of the Director, be retired.

e. Eligibility for Retirement - Involuntary:

The Director may retire any participant involuntarily if the participant has completed at least 25 years of Federal service or who is at least age 50 and has completed 20 years of service. In either event, the participant must have at least 10 years of Agency service and 60 months of qualifying service.

f. Eligibility for Retirement - Disability:

A participant who becomes totally disabled or incapacitated for useful and efficient service by reason of disease, illness or injury not due to vicious habits, intemperance, or willful misconduct on his part may apply for retirement. Applications are reviewed by an Agency Board of Medical Examiners which makes appropriate recommendations to the Director of Personnel.

Unlike retirement under the Civil Service Retirement Act, which is administered by the Civil Service Commission, all aspects of the CIA Retirement and Disability System are handled within the Agency.

QUESTIONS 2b, c and d re
REEMPLOYED CIA EMPLOYEES

25X1

2b. [redacted] retired CIA employees are presently reemployed as contract employees, independent contractors and consultants. (Includes [redacted] independent contractors performing translations at their homes).

25X1

25X1

2c. Of those reemployed, two are full-time consultants.

2d. Of those reemployed, seven are part-time consultants.